

**UNION TOWNSHIP – TOWNSHIP COMMITTEE
REGULAR MEETING**

September 20, 2006

MINUTES

Mayor Rossi opened the meeting at 7:00 p.m.

“Sunshine Law” Announcement: Adequate notice of this public meeting has been provided by the Annual Notice; faxed to the Hunterdon Democrat and Courier News; posted on the public bulletin board and on file in the Municipal Clerk’s Office.

Roll Call – Present: Patricia Dziubek, Rob Haynes, Frank Mazza and Bruce A. Rossi. J. Peter Jost, Esq., Township Attorney; Robert C. Bogart, P.E., Township Engineer; and K. Judith Fabian, Township Clerk, were also present. Absent: Matt Mulhall.

APPROVAL OF MINUTES – 1. Regular Meeting; 9/6/06; - motion was made by Mrs. Dziubek, seconded by Mr. Haynes, to adopt the Minutes. Vote – Ayes: Mrs. Dziubek, Mr. Mazza, Mr. Haynes and Mr. Rossi. Motion carried.

2. Executive Session; 9/6/06 - motion was made by Mr. Haynes, seconded by Mrs. Dziubek, to adopt the Minutes. Vote – Ayes: Mrs. Dziubek, Mr. Mazza, Mr. Haynes and Mr. Rossi. Abstain: Mr. Mazza. Motion carried.

REPORTS RECEIVED – 1. Building Dept. Summary 8/06
2. Finance Officer Claims Register 9/20/06 & Buildings/Grounds
Summary

Aspects of the Buildings & Grounds Summary were briefly discussed. It was agreed not to proceed with the windows for the Township-owned building leased to the Historical Society and handrail/staircase work at Apt. 26A Hoffman Park at this time.

Lisa Coster, 6 Woods Edge Court, expressed traffic concerns at the intersections of Cooks Cross Rd. and County Road 579 and 513; briefly discussed.

CORRESPONDENCE – Mrs. Dziubek mentioned the following: - letter from SelecTech regarding the playground equipment and other recommendations at Finn Rd. Park; the recommendations will be addressed; - letter from R. Drake, Esq. regarding Hoffman house; Mr. Jost will contact the Executor of Mrs. Hoffman’s estate; - Hunterdon County Planning Board letter regarding changes to the proposed preliminary State Plan Map; Mrs. Dziubek will contact the County.

OLD BUSINESS – 1. Personnel Manual Revisions; questions/suggestions are to be forwarded to Mr. Jost by 6:00 p.m., Friday, September 29th; tabled to the next meeting.

2. Phone/Voice Mail Systems - After a brief discussion the following resolution was introduced for adoption:

RESOLUTION #2006-93

**Purpose: Purchase/Installation/Training; Phone & Voice Mail Systems
Under The State of New Jersey Cooperative Purchasing Program**

WHEREAS, the Township Committee of the Township of Union, Hunterdon County, deems it necessary to utilize the use of phone and voice mail systems in its’ day-to-day operations; and

WHEREAS, the Township of Union has availed itself of the right to purchase materials, supplies and equipment under contracts entered into on behalf of the State of New Jersey by the Department of the Treasury, Division of Purchase and Property pursuant to N.J.S.A. 40A:11-10 to 12; and

WHEREAS, since any purchase entered into under said cooperative purchasing program may be done without formal bidding pursuant to N.J.S.A. 40A:11-12;

WHEREAS, NJ State Contract #: A42285;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Union, that there is hereby authorization to purchase phone and voice mail systems from:

Name: SPS (Strategic Products and Services)
Address: 3 Wing Drive, Suite 100, Cedar Knolls, New Jersey 07927
Phone: 973-944-5619
Purchase Amount: \$7,649.95

BE IT FURTHER RESOLVED that the purchase mentioned herein is/are subject to the availability of funds to be certified by the Treasurer of the Township of Union.

Motion was made by Mr. Haynes, seconded by Mr. Mazza, to adopt the above resolution. Vote – Ayes: Mrs. Dziubek, Mr. Haynes and Mr. Rossi. Naye: Mr. Mazza. Motion carried.

3. Computer Service Contract; Municipal Software, annual cost \$2,000.00; not cost effective at this time.

NEW BUSINESS – 1. COMMUNITY EMERGENCY RESPONSE TEAM; members: Jeff Polenz, Theresa Polenz, Debbie Hirt, Bruce Hirt, Holly Guido, Pat Roth, Glenn Roth and Lynn van Fossen. Spokesmen: Jeff Polenz, Township Emergency Management Coordinator and Bruce Hirt, Deputy Emergency Management Coordinator explained this volunteer group's activities/they would be covered under the Township's workmens' compensation insurance/may provide mutual aid to other municipalities; however, 1st responders would be on site first/they are not requesting funding/the group is requesting recognition from the Township Committee/they are not covered under the County's insurance/they would not qualify for LOSAP/training is provided by Hunterdon County and the NJSP at no cost.

Mrs. Dziubek questioned would there be a financial commitment on the part of the Township? Not at this time.

Mr. Rossi had no issue with support for this team; however, he requested Mr. Jost check into the insurance issue.

Lisa Nargi, from the public, suggested the liability insurance be looked into as well; tabled to the next meeting.

2. The following resolution was introduced for adoption:

RESOLUTION #2006-94

ERRONEOUS INTEREST CHARGE; James M. Victor and Deborah R. Victor; Block 8, Lot 5.06

WHEREAS, there exists a delinquent amount of interest, in the amount of \$64.69, due to an erroneous payment made by Wells Fargo for Block 8, Lot 5.06, on May 1, 2006; and

WHEREAS, in May, 2006 James M. Victor, owner of Block 8, Lot 5.06, verified his taxes were current; and

WHEREAS, in July, 2006 Wells Fargo realizing their error, has requested a refund on the installment paid in May, 2006; and

WHEREAS, James M. Victor and Deborah R. Victor paid the 3rd quarter tax in a timely manner and when informed 2nd quarter taxes were not paid, Mr. Victor immediately paid said taxes, in good faith;

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Union, County of Hunterdon, State of New Jersey, that the interest charged to Mr. Victor's account, be cancelled, since Mr. Victor paid the 2nd quarter tax when he was informed of the bank error.

The Mayor and Clerk are hereby authorized and directed to endorse same for cancellation.

Motion was made by Mr. Haynes, seconded by Mr. Mazza, to adopt the above resolution. Vote – Ayes: Mrs. Dziubek, Mr. Mazza, Mr. Haynes and Mr. Rossi. Motion carried.

3. The following resolution was introduced for

RESOLUTION #2006-95

HIRING PART-TIME EMPLOYEE/RECYCLING ATTENDANT # 1; Charles Klemka

WHEREAS, there is a need for a part-time employee for the Recycling Center; and

WHEREAS, Charles Klemka is qualified and has expressed an interest in same;

THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Union to hire Charles Klemka, as a part-time employee/recycling attendant # 1 effective September 20, 2006, at an hourly rate of \$11.25.

Motion was made by Mrs. Dziubek, seconded by Mr. Mazza, to adopt the above resolution. Vote – Ayes: Mrs. Dziubek, Mr. Mazza, Mr. Haynes and Mr. Rossi. Motion carried.

4. The following resolution was introduced for adoption:

RESOLUTION #2006-96

**AUTHORIZING THE REFUND OF PLUMBING PERMIT; BLOCK 27, LOT 3.14
MR. & Mrs. Charles Policastro**

WHEREAS, the Township Committee of the Township of Union has been requested by the Construction Official/Building Inspector, John W. Leonard, in his Memo dated September 11, 2006 to refund the sum of \$69.00 to Charles and Lynn Policastro of 77 Perryville Rd. for Plumbing Permit #05-346;

THEREFORE, BE IT RESOLVED, by the Union Township Committee to refund \$69.00 to Charles and Lynn Policastro as recommended by Mr. Leonard.

Motion was made by Mr. Haynes, seconded by Mrs. Dziubek, to adopt the above resolution. Vote – Ayes: Mrs. Dziubek, Mr. Mazza, Mr. Haynes and Mr. Rossi. Motion carried.

TAKEN OUT OF AGENDA ORDER

COMMENTS FROM THE PUBLIC – Vito Castellaneta; daughter has been attempting to close on a house in Perryville Estates; what can be done for her to close? Briefly discussed.

ENGINEER'S REPORT – Mr. Bogart had matters for Executive Session.

ATTORNEY'S REPORT – Mr. Jost gave an update on the Union Township Elementary School speed zone; - he had a matter for Executive Session.

MAYOR'S REPORT – Taken during the meeting.

COMMITTEE REPORT – Mrs. Dziubek provided an update on her conversation with Kevin Richardson regarding the Milligan property.

Mr. Haynes mentioned the following: - certain electric meters at Hoffman Park are serving no purpose at this time; it was agreed the meters can be removed; - the Municipal Building attic, lower level and the UTEC office have been re-organized; - Municipal Software has proposed DSL for the Municipal Building at no cost to the Township, however, it will result in a saving in phone charges; approved; - 2 soccer fields at Finn Rd. Park have been closed for maintenance; however, the fields have been striped and goals put on; he will look into this matter; - baseball field at Finn Rd. Park is currently being set up for field hockey; the field is being mowed by an unknown individual. Mr. Haynes will look into who is doing this and have it stopped.

Mr. Mazza has a matter for Executive Session.

CLERK'S REPORT – a) Raffle Licenses #2006-16 (On-premise Merchandise)/#17 (On-premise 50/50) and #18 (Instant Pull Tabs); Alexandria Township PTA; 4/27/07; Hunterdon Hills Playhouse – Mrs. Fabian mentioned the applications are complete and the fees paid. Motion was made by Mrs. Dziubek, seconded by Mr. Mazza, to approve the 3 raffle licenses. Vote – Ayes: Mrs. Dziubek, Mr. Mazza, Mr. Haynes and Mr. Rossi. Motion carried.

PAYMENT OF BILLS – Mr. Haynes moved that all claims against the Township of Union as appearing in the Claims Register of this date be paid and that all checks listed hereinafter be issued in payment thereof. Seconded by Mr. Mazza. Vote – Ayes: Mrs. Dziubek, Mr. Mazza, Mr. Haynes and Mr. Rossi. Motion carried.

The following resolution was introduced for adoption:

**RESOLUTION
EXECUTIVE SESSION**

WHEREAS, N.J.S.A. 10:4-12 allows for a public body to go into closed session during a public meeting; and

WHEREAS, the Union Township Committee has deemed it necessary to go into closed session to discuss certain matters which are exempted from the public;

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Union will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12: **Potential Litigation and Contract Negotiations**

Motion was made by Mrs. Dziubek, seconded by Mr. Haynes, to adopt the above resolution. Vote – Ayes: Mrs. Dziubek, Mr. Mazza, Mr. Haynes and Mr. Rossi. Motion carried.

NOTE: During the Executive Session Mr. Mazza recused himself and left the meeting not to return.

Motion was made by Mr. Haynes, seconded by Mrs. Dziubek, to return to the regular meeting. Vote – Ayes: Mrs. Dziubek, Mr. Haynes and Mr. Rossi. Motion carried.

ADJOURNMENT – There being no further business to come before the Township Committee at this time, motion was made by Mr. Haynes, seconded by Mrs. Dziubek, to adjourn. Vote – Ayes: Mrs. Dziubek, Mr. Haynes and Mr. Rossi. Motion carried.

Meeting adjourned at approximately 9:30 p.m.

Respectfully submitted,

K. Judith Fabian, RMC
Township Clerk